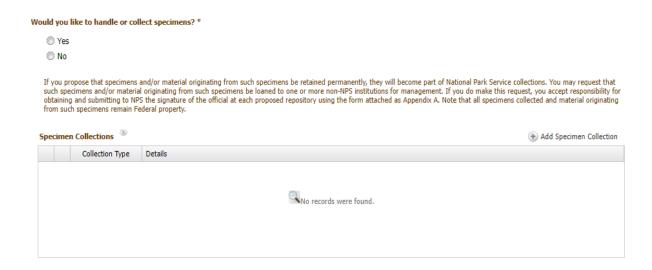
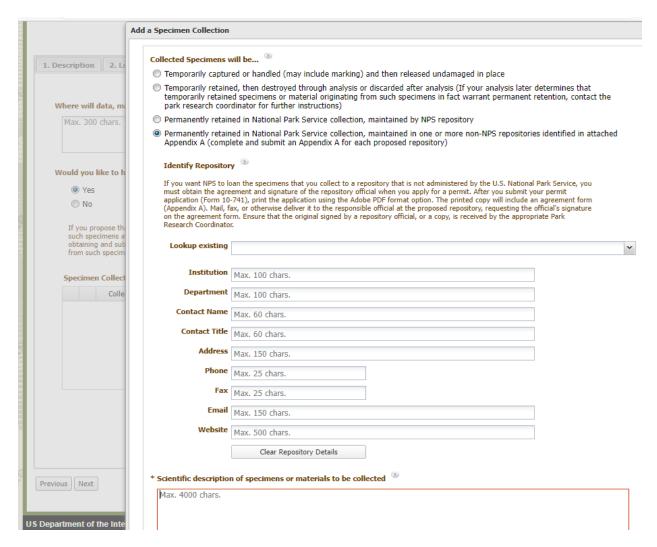
Overview of Collections Related Enhancements

The collections element of scientific research activities presents a particular challenge to parks. It is the responsibility of permit holders to meet NPS and park specific collections requirements as documented in the permit agreement. However, experience shows compliance is facilitated when parks have tools to monitor and spur the process. This document provides an overview of collections related enhancements incorporated into the RPRS in 2021.

Add collecting yes or no check box to the application. The OMB PRA approved application form has a yes/no question on whether the applicant proposes to collect. However, in the past we simply provided the option to enter detailed collections proposal information. Applicants frequently missed this collections element even though their study proposal did include collections. The yes/no question of whether the applicant proposes to collect is now a required question on the RPRS served application.



An answer of yes will trigger the collections data entry service where the applicant may provide details.



The application submission will show the answer to the collections question as well as the collections proposal specifics as entered into the collections data entry service.



APPLICATION FOR A SCIENTIFIC RESEARCH AND COLLECTING PERMIT

United States Department of the Interior

National Park Service

All or some of the information you provide may become available to the public.

OMB # 1024-0236 Exp. Date 09/30/2023 Form No. 10-741a

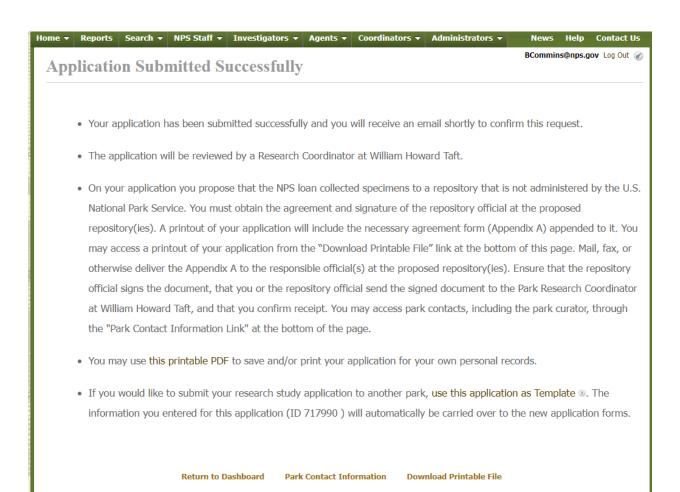
Handling or Collection of Specimens		
Would you like to handle or collect specimens? Yes If you respond "Yes", please complete this entire section of the application (otherwise you may skip the remainder of this section).		
Scientific description of collected specimens and/or material originating from such specimens proposed to be loaned to the non NPS institution identified below (include taxonomic group or name, or type of material; sample size, quantity, frequency, and location): many animals		
Proposed disposition of specimens identified for handling or collection: Permanently retained in National Park Service collection, maintained in one or more non-NPS repositories identified in attached Appendix A (complete and submit an Appendix A for each proposed repository)		
If you propose that specimens and/or material originating from such specimens be retained permanently, they will become part of National Park Service collections. You may request that such specimens and/or material originating from such specimens be loaned to one or more non-NPS institutions for management. If you do make this request, you accept responsibility for obtaining and submitting to NPS the signature of the official at each proposed repository using the form attached as Appendix A. Note that all specimens		

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collected and material originating from such specimens remain Federal property.

Application submission landing page will provide instruction on the Appendix A: If an application includes a proposal to collect and retain collections at a non-NPS repository, the application submission landing page will provide instruction on the Appendix A. Additionally, a link to the PDF of the application which includes the Appendix A is provided.

NOTE: The Appendix A is an agreement between proposed repository and NPS to administer collections to NPS requirements. It is the applicant's responsibility to convey the Appendix A to the repository for signature and convey a signed copy to the park.



Parks may track and document curator permit review: Permits are not valid until signed by the applicant and countersigned by the park authorizing official. Park coordinators use the "Finalized Permits: Obtain Signatures" panel to access the permit document for printing and to track the signature process. A check box to document 'Curator Review' has been added.



Additional optional sections added to Park Permit Conditions within the Park Profile for park collection conditions and park data submission conditions.

Park Personnel Approving Title	Superintendent
Park Specific Research Conditions	Do not leave equipment in the field
General Conditions which apply to all NPS Scientific Research and Collecting Permits are available from the HELP page. General Conditions are automatically appended to the permit conditions on the PDF printable permit)	
Park Collection Permit Conditions	Notify Park Curator when arrive for field work
Park Data Submission Permit Conditions	Submit final reports and data set to primary park contact upon completion of study

Automated notification is sent to park curator(s) when Investigator Annual Report submission tags study as complete. The park curator may then check to determine whether all collections related requirements are fulfilled. The Park Curator role is identified in the park profile through the Park Curator email entry (ies).

The IAR form includes a section on study status:

or either a Scientific Study or a Science Education Activity, the status is:
Continuing
○ Suspended
Terminated before completed
Completed (for a study, check only if all specimens are catalogued)
If Completed
A final report has been provided to the park or will be provided to the park within the next two years.
Copies of the field notes, datafiles, photos, or other study records, as agreed, have been provided to the park.
All collected and retained specimens and retained material originating from such specimens have been cataloged into the NPS catalog system an NPS has processed loan agreements as needed.

Notification message to park curator(s) includes the permit number, permit holder name, permit study title, and a copy of the IAR.

Additional HELP documentation for investigators whose permit agreement includes collections to be permanently retained in park collections. This information is available to all RPRS users through the 'Help' link in upper right corner of the screen.



On the Help page see 'Links to Help Documentation'

Links to Help Documentation

Investigator Help - Intended for all researchers/scientists who wish to conduct research in one or more national parks

Investigator Tasks for Specimens to be Permanently Retained in Park Collections and Associated Documentation

Park Coordinator Help - Intended for the NPS Park Research Coordinators

Administrative option to identify park coordinator assignments as pertaining to park curator duties. This data point will facilitate specific permission assignments if parks ever decide to institute a park curator specific RPRS role.

